



Republic of the Philippines  
DEPARTMENT OF EDUCATION  
Cordillera Administrative Region  
DIVISION OF BAGUIO CITY  
Upper Session Road, Military Cut-Off, Baguio City  
Tel. No.: (074) 442-7819



**DIVISION MEMORANDUM**

No.: 156, Series of 2013

To : All Public Schools District Supervisors  
Secondary School Principals  
Elementary School Principals  
Administrative Officers  
Teachers - In - Charge  
All Others Concerned

From : FRANCIS CESAR B. BRINGAS, CESO VI  
Asst. Schools Division Superintendent  
Officer - In - Charge

Subject : REITERATION OF COMPLIANCE WITH REGIONAL MEMORANDUM  
NO. 118, S. 2013

Date : 09 October 2013

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01. This is to reiterate compliance by all public elementary and secondary schools of the instruction stated in RM No. 118, s. 2013, re: installation of TRANSPARENCY BOARDS to be displayed in conspicuous areas/corners of the schools but not near the principal's office so that the public will be duly informed.
  02. The Transparency Board shall contain the amount of cash advances (MOOE) and the amount of liquidations on a monthly basis. Utilization of other funds like donations and canteen funds should also be included.
  03. Compliance reports from the secondary school principals and the public schools district supervisors (for elementary schools) should be submitted to the Division office, c/o Augustin P. Laban III, AO V, on October 18, 2013.
  04. Immediate dissemination and compliance of all concerned is enjoined.